

<b>BROOKHAVEN NATIONAL LABORATORY</b> <b>PHYSICS DEPARTMENT</b>	<b>Number:</b> <b>PO-LEP-01</b>	<b>Revision:</b> <b>01</b>
	<b>Effective:</b> <b>1/15/04</b>	Page 1 of 5
Subject: Local Emergency Plan, Building 510		510-LEP.doc
Prepared by: R. Gill	Reviewed by: S. Shapiro	Approved by: S. Aronson

## Local Emergency Plan

### PHYSICS DEPARTMENT LOCAL EMERGENCY PLAN

**Building: 510**

**Occupancy: 350**

Position	Name	Extension	Home Phone	Pager No.
Plan Preparer	R. L. Gill	3987	N/A	N/A
Building Manager	R. J. Liegel	2281	727-2346	(631) 291-7627
Primary LEC	R. L. Gill	3987	744-5285	5607
Secondary LEC	R. J. Liegel	2281	727-2346	(631) 291-7627
ES&H Coordinator	R. L. Gill	3987	744-5285	5607
ES&H Coordinator	M. J. Zarcone	2585	246-5070	8502
FSS Representative	J. J. Vignola	3846	399-4596	6160

Date Prepared: January 15, 2004

Frequency of Review: Annual

Date reviewed	Reviewed By	Review Type/Pages Changed
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_____	_____	_____
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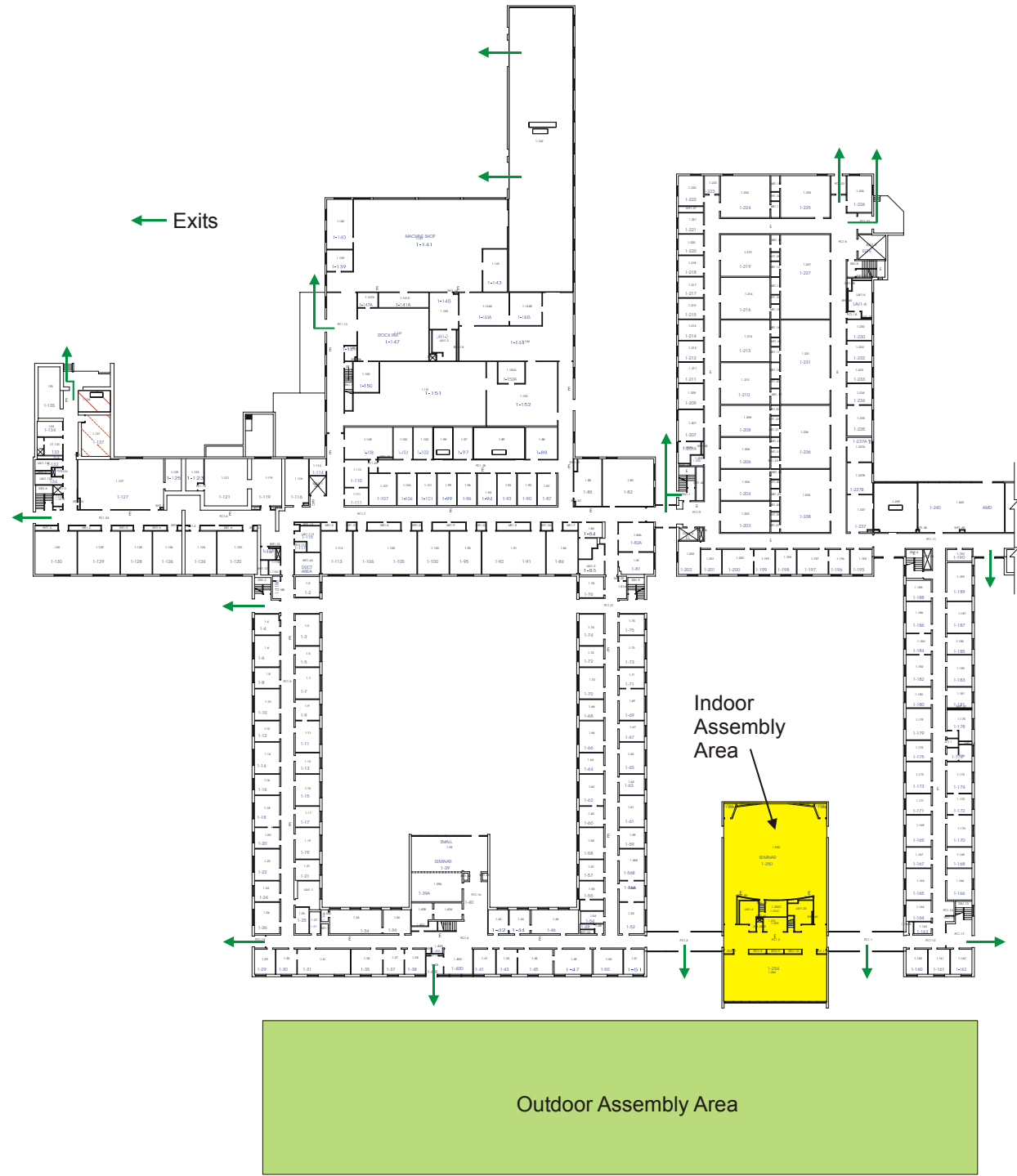
Every facility should establish an effective program to respond to emergencies. For this to work, every employee should be prepared to handle emergencies before they arise. This documents outlines the Employee Action Plan to address workplace emergencies.

**TO REPORT A FIRE, SPILL, MEDICAL OR OTHER EMERGENCY, DIAL 911 OR 2222. IF USING A CELL PHONE, DIAL 631-344-2222. IF A TELEPHONE IS NOT AVAILABLE, USE A FIRE ALARM BOX.**

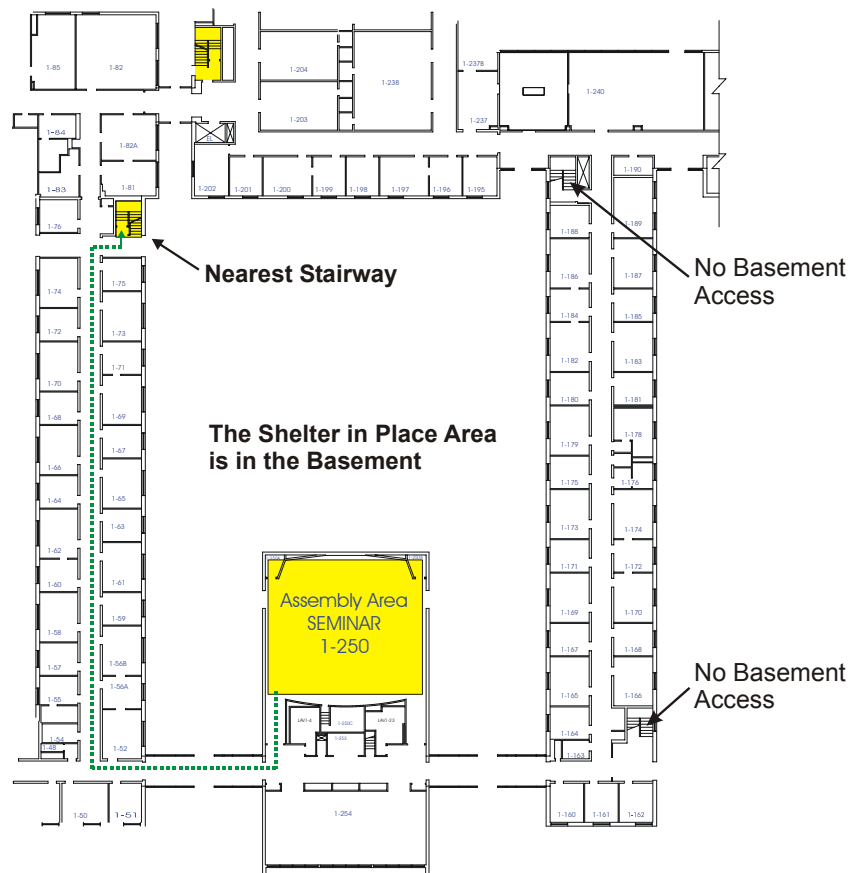
# EMERGENCY EVACUATION PROCEDURES AND ROUTES

Every employee should familiarize themselves with exits in their workplaces, including a second way out in case the main way is blocked.

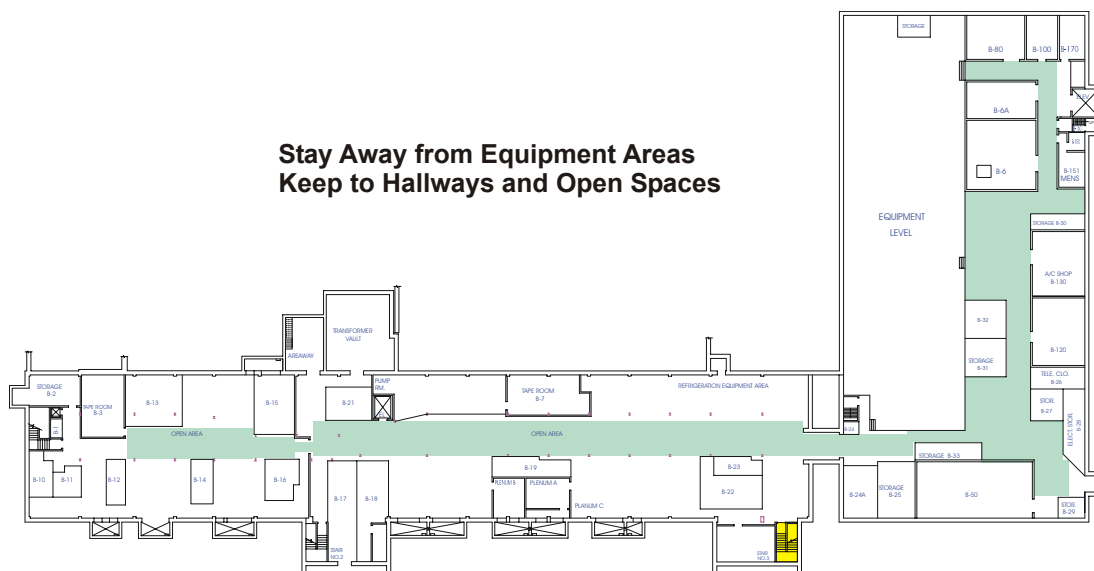
## Building Map: First Floor Only.



**Building Map (First Floor): Route from Indoor Assembly Area to Shelter in Place Area.**



**Building Map (Basement): Shelter in Place Area.**



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**All employees are expected to leave the building and report to the outdoor assembly area when the fire alarm bells ring. No one is authorized to remain in the facility during an emergency.**

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## ACCOUNTABILITY FOR EMPLOYEES

Accountability for employees should be performed after an evacuation. Based upon direction given in an emergency, all employees must assemble at the appropriate areas.

- BUILDING INDOOR ASSEMBLY AREA: Building 510 Auditorium (Large Seminar Room).
  - BUILDING OUTDOOR ASSEMBLY AREA: Front Lawn of Building 510.
  - SHELTER-IN-PLACE AREA: Building 510 Basement.
  - EVACUATION ZONE: 5.
  - PERSONNEL ACCOUNTABILITY: Because of the large number of different groups who work in Building 510 who come and go on their own schedule, it is not possible to determine that the building is empty by accounting for those who have left the building. Instead, information will be gathered from occupants about the possibility of people left inside, and ultimate reliance will be placed on a sweep by emergency personnel.
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## SITE-EMERGENCY SIGNALS

- CONTINUOUS SOUNDING OF SITE SIRENS FOR FIVE MINUTES - Proceed immediately to the Indoor Building Assembly Area. Await instructions that may include the nature of the emergency, the type, sequence, and routes for evacuation.
- INTERMITTENT SOUNDING OF SITE SIRENS FOR FIVE MINUTES - Evacuate the Site Immediately.
- Plectron:

Location: Building Manager's Office, 1-51 Responsible Individual: R. J. Liegel

Location: 3-178 Responsible Individual: D. Kerr

**Note: The Plectron must be placed in an area that is constantly occupied or in an area that is accessible to occupants of the buildings, e.g., corridor near mailboxes.**

FOR ADDITIONAL INFORMATION OR QUESTIONS, CONTACT THE  
LOCAL EMERGENCY COORDINATOR

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## LOCAL EMERGENCIES AND SIGNALS

**FIRE:** Upon notice of fire or sounding of the alarm bells, proceed immediately to the outdoor Building Assembly Area. Await instructions that may include the nature of the emergency, the type, sequence, and routes for further evacuation. When the fire alarm bells ring, a call must be made to the BNL Fire Rescue Group on extension 2222, confirming their receipt of the alarm. Any information known about the condition that caused the alarm should be given at that time.

**MEDICAL:** Rescue and Medical Duties - Employees are expected to help minimize damage and assist personnel during an emergency to the best of their abilities and when their safety is not threatened. The BNL Fire Rescue Group is trained, equipped, and has the main responsibility to render emergency assistance.

## SPECIFIC HAZARDS:

- Radiological – As posted.
  - Toxicological – Chemicals are used and stored in various places in the facility.
  - Physical – Flammability hazards exist where certain chemicals and cleaning agents are in use. Overhead cranes and other machine tools are located in the building.
  - Other – Electrical shock hazards and lasers are present in the facility.
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## OTHER INFORMATION

**Training** - The Department/Division must designate and train a sufficient number of persons to assist in the safe and orderly emergency evacuation of employees for this facility. They are as follows:

1. R. Gill, x3987
2. R. Liegel, x2281
3. M. Zarcone, x2585

The (Department Chair/Division Manager/employee's supervisor/ESH Coordinator) is responsible for reviewing the plan with each employee covered by the plan. This training occurs when the plan is initially developed; whenever the employee's responsibilities or designated actions under the plan change; and whenever the plan is changed.

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**Provide Fire/Rescue ([Chief@bnl.gov](mailto:Chief@bnl.gov)) with one copy of this plan each time it is issued.**